

**Kalamazoo Public Library**  
*OFFICIAL MINUTES OF THE BOARD OF TRUSTEES*  
*REGULAR SESSION*  
Date: March 26, 2012  
Time: 4:00  
Location: Central Library Board Room

**TRUSTEE ROLE CALL:**

Present: Fenner Brown, Robert Brown, Bruce Caple, Lisa Godfrey, Cheryl TenBrink, James Vander Roest, and Valerie Wright.

Absent: None

**CALL TO ORDER:**

President Godfrey called the meeting to order at 4:00.

**AGENDA APPROVAL:**

The agenda was amended to exclude the report on the "Smithsonian African American Museum of History and Culture" by Valerie Osborne. Valerie was sick and the report postponed to a later date. The amended agenda was approved.

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**I. RECOGNITIONS, RESOLUTIONS, COMMUNICATIONS**

Director Rohrbaugh introduced Elysha Cloyd to the Board, who is shadowing Jennifer Cornell as she steps into the new Executive Assistant position.

**II. PERSONS REQUESTING TO ADDRESS THE BOARD**

No one addressed the board.

**III. CONSENT CALENDAR**

A. *Minutes of the Board Meeting of February 27, 2012*

B. *Personnel Items*

- i. Bailey Mead joined the staff in the Supervisory-Technical 2 position of ONEplace assistant FTE .75 effective March 16, 2012. Bailey brings 13 years of experience in nonprofit work and most recently held the Development Director position at WARM Training Center in Detroit.
- ii. Elysha Cloyd joined the salaried staff in the Supervisory-Technical 4 position of Executive Assistant FTE 1.0 in the Administrative Office effective March 26, 2012. Elysha has worked for KPL since August 2010 and has most recently held hourly positions within the Law Library and Administrative Office.

DISPOSITION: The Board accepted the Minutes of the Board Meeting of February 27, 2012 and the personnel items as presented.

#### IV. FINANCIAL REPORT

##### A. *Financial Reports for the Period Ending February 29, 2012.*

Director Rohrbaugh drew attention to the budgeted amount for Tax Charge Backs. D. Schiller explained that she has been in touch with the county and that the library will likely be responsible for reimbursing between \$20-25,000 as a result of the recent settlement with Catalyst, the owners of the Radisson. This will result in the library exceeding the Close Estimate Budget for the 2011/12 FY for tax charge backs. Billing for this will likely occur in mid to late April and more information will be available at this time.

Recommendation: Director Rohrbaugh recommended the Board accept the Financial Reports for the period ending February 29, 2012.

##### MOTION:

R. BROWN MOVED AND V. WRIGHT SUPPORTED THE MOTION TO ACCEPT THE FINANCIAL REPORTS FOR THE PERIOD ENDING FEBRUARY 29, 2012.

MOTION CARRIED 7-0.



#### V. REPORTS AND RECOMMENDATIONS

##### RECOMMENDATIONS:

##### A. *Compliance with PA 152-Medical Benefits*

Recommendation: Director Rohrbaugh recommended the Board affirm as their choice the “cap” method for the library’s share of employee medical benefit costs as described by Public Act 152 of 2011, effective for the year beginning July 1, 2012.

Executive Summary: Michigan Public Act No. 152 effective September 27, 2011 establishes parameters to limit a public employer’s expenditures for employee medical benefit plans. Within Sections 3 and 4 of the act, two methods are prescribed to achieve that limit. The default, or “cap” method, establishes maximum costs for single, 2-person, and family coverage (\$5,000, \$11,000, and \$15,000, respectively) multiplied by the employee census for coverage as the maximum allowable expenditure. An alternative, the 80% employer share and 20% employee share of total medical benefit plan costs, may be chosen by majority vote of the governing body.

We have concluded from an analysis of the pros and cons of both approaches and preliminary discussions with various insurance carriers, that the “cap” choice is the best for KPL. Using our current carrier and current rates as an example, the library’s cost would be \$816,000 with the “cap” approach and \$933,000 with the “80/20” approach.

While it is not specifically required that a governing body elect the default “cap” method, it would be wise for the Board to declare its intent to choose the “cap” method as we begin negotiations with our employee groups. The specifics within the parameters of the “cap” would then be negotiated.

DISCUSSION: J. Vander Roest inquired as to whether the cap amounts increase with inflation and whether this applied to all employees. D. Schiller responded that they would be reevaluated annually on October 1<sup>st</sup> and that they did indeed apply to all employees.

MOTION:

C. TENBRINK MOVED AND B. CAPLE SUPPORTED THE MOTION THAT THE BOARD AFFIRM THE “CAP” METHOD AS THEIR CHOICE FOR THE LIBRARY’S SHARE OF EMPLOYEE MEDICAL BENEFIT COSTS AS DESCRIBED BY PUBLIC ACT 152 OF 2011, EFFECTIVE FOR THE YEAR BEGINNING JULY 1, 2012.

MOTION CARRIED 7-0. 

REPORTS:

*B. Legislative Update—Diane Schiller*

Presentation: D. Schiller presented information on the new Senate Bill 1040 to be introduced shortly. This bill affects those 19 library employees who are in MPSERS and has a goal of shifting costs from the state to employees. In order for current MPSERS employees to maintaining their 1.5 multiplier, they must pay in to the trust at least 5% each year, where in the past they were only required to pay in 3%. In not reaching the 5% amount, their multiplier will drop to 1.25.

D. Schiller also presented a sneak peek into the new PPT legislation as heard at the MGFOA Spring Conference. This legislation is expected to be introduced in April and would uphold PPT until 2016 before phasing it out over a period 6 years. Until then, all new manufacturing personal property tax would be exempt until 2016, and industrial personal property tax with values under \$40,000 would be exempt in 2013. Revenue reimbursements would be funded through certified credits. More information will be available on both of these two issues in the future.

Disposition: Trustees thanked D. Schiller for her presentation. Director Rohrbaugh noted that this shows how important it is for representatives from the library to attend sessions like the MGFOA Spring Conference.

*C. Head Start/First Saturday@KPL—Sue Warner*

Presentation: S. Warner reported on the success of the first First Saturday@KPL held in March. There was a packed house with attendance exceeding expectations and

representation from every KPS school other than Phoenix High. Youth services staff are working towards a successful First Saturday@KPL in April and have set-up a number of partnerships for future months.

S. Warner also reported on Head Start. KRESA will be putting in a bid for the grant to run Head Start. As the result of a deficiency in Head Start's 2010 review, the grant is now up for competition. The County has been the recipient of the grant in past years. Staff jobs at Head Start would not be guaranteed if KRESA were to take over the grant.

Disposition: B. Caple asked if there were any downsides to KRESA taking over Head Start other than staff jobs not being guaranteed. S. Warner did not think there would be other negatives as KRESA's focus is already education. President Godfrey thanked S. Warner and the other staff who worked at First Saturday@KPL.

D. *Smithsonian African American Museum of History and Culture—Valerie Osborne*  
This presentation is postponed due to V. Osborne being sick.

E. *PLA Conference—Fenner Brown, Bruce Caple, Jim Vander Roest*

- F. Brown talked about his enjoyment of the Jerry Pinkney luncheon and the few sessions that were devoted to trustees.
- B. Caple was grateful for the opportunity to attend the conference and especially enjoyed the presentation on the Aarhus Public Library in Denmark. Many things were said about this inspiring presentation by those who attended, including Director Rohrbaugh and M. Cockrell. Trustee Caple also said that he thought K. King's presentation was the most fun of any in the conference.
- J. Vander Roest thought the conference was very interesting. A round table that discussed the budgets of three large library systems and the extraordinary decreases in funding that they have been facing reminded him of how lucky we have been at KPL in recent years. He encouraged trustees who did not attend to think about attending the conference in 2014.

## VI. COMMITTEE REPORTS

- A. *Finance and Budget Committee*—no meeting was held
- B. *Personnel Committee*—no meeting was held, though the annual evaluations for Director Rohrbaugh were distributed
- C. *Fund Development Committee*—no meeting
- D. *Director's Building Advisory Committee*—no meeting

## VII. OTHER BUSINESS

- A. *Length of Term for Board Members*

The new election law recently passed effected the timing of elections of the Board members for the library. The bylaws for library Board were based on the old election schedule with the nominations of Board members falling in May rather than November. It was decided that the election process for Board officers should be changed to reflect this new election cycle. Current terms will be extended by six months with the nomination process beginning in November. The new election law also allows library boards to extend their board member terms from four to six years. The positives and negatives were discussed and it was decided that four years is the preferable length for board terms. The language of the bylaws will be changed at the April Board Meeting to reflect these changes.

*B. Director's Report*

Presentation: Director Rohrbaugh highlighted a number of items on the Director's Report. With the Radisson repayment, it is unlikely that the snowmelt system will progress further. Director Rohrbaugh next drew attention to the array of collaborations and partnerships that have been developed with KPS. One of these, Global Reading Challenge, has kept youth services staff busily holding challenges at the elementary schools during the month of March. The consolidation of the hourly aides is progressing well and should be complete by April 1. There are also a few items on the report which highlight the great work that is being done by the FM department. Lastly, Director Rohrbaugh pointed out that circulation is up 30% over a year ago with the library reaching the one million mark sometime in February. Last year the library reached this milestone in early April.

Discussion: B. Caple asked about the past classification scheme for hourly aides at the library to which T. New gave a quick outline of the initial competencies each aide will be required to fulfill and how they will further develop their skills as workers at the library. President Godfrey commented on the strength of circulation for both e-books and traditional books. She wondered how e-book circulation may change for the week of spring break. V. Wright also commented on the great year the Friends bookstore had for sales.

**VIII. PERSONS REQUESTING TO ADDRESS THE BOARD**

No one addressed the board.

**IX. COMMENTS BY TRUSTEES**

- C. TenBrink was able to share some wonderful news about her son who has been in Afghanistan and was recently awarded a Bronze Star for his work there.
- J. Vander Roest suggested an idea he had heard at PLA that the library could publicize our staff recognitions as a way of promoting the library. He also drew attention to an article in *American Libraries* about the Rockford, IL library and their director's goal to devote 95% of the libraries budget to e-resources. Lastly, he was grateful that the

library was spared a heavy hit as a result of the Radisson repayment, but is worried about what this may mean for the future of downtown.

- R. Brown and V. Wright expressed their enjoyment in the Reading Together events including Urrea's visit to Kalamazoo.
- L. Godfrey thanked J. Cornell for her work as Assistant to the Director and wished her well on her new position as Circulation Supervisor.

**X. Adjournment**

Hearing no objection, President Godfrey adjourned the meeting at 5:17 p.m.

**X**\_\_\_\_\_

Robert Brown  
Secretary